



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Wayne F. Hosking Jr., Treasurer
Roy F. Weston Inc Political Action Committee
One Weston Way
West Chester, PA 19380

MAY 26 2000

Identification Number: C00251843

Reference: Year End (7/1/99-12/31/99), February Monthly (1/1/00-1/31/00), March _____
Monthly (2/1/00-2/29/00) and April Monthly (3/1/00-3/31/00) Reports _____

Dear Mr. Hosking:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule A supporting Line 11(a)(i) discloses contributions received through a payroll deduction plan. Generally, a committee's report must identify each contribution from an individual which in the aggregate exceeds \$200 during the calendar year. (2 U.S.C. §434(b)) For your information, instead of separate itemization, a committee using a payroll deduction plan may disclose the aggregate amount of contributions received from the contributor through the payroll deduction plan during the reporting period; the identification of the individual where the contribution exceeds \$200 in the aggregate during the calendar year; and a statement of the amount deducted per pay period. 11 CFR §104.8(b)

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Edward D. Ryan
Reports Analyst
Reports Analysis Division

PAYROLL DEDUCTIONS

SCHEDULE A ITEMIZED RECEIPTS		Line 10(a) Itemized For each category of the Detailed Summary Page		PAGE OF						
Contributions from Individuals				FORM 104-1020 (Rev. 1-24-94)						
Any information used for such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes other than using the name and address of an individual contributor to solicit contributions from such contributor.				11(b)(1)						
NAME OR COMMITTEE OR PAC: National Organization PAC 000000001										
<table border="1"> <tr> <td>A. Full name, Mailing Address and ZIP Code Anne Sullivan 811 Main Street City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Name of Employee National Organization, Inc. Position Branch Manager Payroll Deduction Agencies Per Pay Period <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Date Month 01/19/94</td> <td>Amount of Each Payroll Deduction \$60.00 (\$120 biweekly)</td> </tr> <tr> <td>B. Full name, Mailing Address and ZIP Code Rodney Jones 881 Halloway Road City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Name of Employee National Organization, Inc. Position The President Payroll Deduction Agencies Per Pay Period <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Date Month 01/19/94</td> <td>Amount of Each Payroll Deduction \$120.00 (\$240 biweekly)</td> </tr> </table>		A. Full name, Mailing Address and ZIP Code Anne Sullivan 811 Main Street City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year	Name of Employee National Organization, Inc. Position Branch Manager Payroll Deduction Agencies Per Pay Period <input type="checkbox"/> One month <input type="checkbox"/> One year	Date Month 01/19/94	Amount of Each Payroll Deduction \$60.00 (\$120 biweekly)	B. Full name, Mailing Address and ZIP Code Rodney Jones 881 Halloway Road City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year	Name of Employee National Organization, Inc. Position The President Payroll Deduction Agencies Per Pay Period <input type="checkbox"/> One month <input type="checkbox"/> One year	Date Month 01/19/94	Amount of Each Payroll Deduction \$120.00 (\$240 biweekly)	
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Itemize payroll deductions only after they have exceeded \$200 per calendar year from an individual.

IN-KIND CONTRIBUTIONS

SCHEDULE A ITEMIZED RECEIPTS		Line 10(a) Itemized For each category of the Detailed Summary Page		PAGE OF				
Contributions from Individuals				FORM 104-1020 (Rev. 1-24-94)				
Any information used for such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes other than using the name and address of any individual contributor to solicit contributions from such contributor.				11(a)(d)				
NAME OR COMMITTEE OR PAC: National Organization PAC 000000001								
<table border="1"> <tr> <td>A. Full name, Mailing Address and ZIP Code Martin L. Kress 4 River Road City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Name of Employee National Organization, Inc. Position Chairman Payroll Deduction Agencies Per Pay Period <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Date Month 01/19/94</td> <td>Amount of Each Receipt Per Period \$3,669.00 (IN-KIND) (RAFFLE PRIZE)</td> </tr> </table>		A. Full name, Mailing Address and ZIP Code Martin L. Kress 4 River Road City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year	Name of Employee National Organization, Inc. Position Chairman Payroll Deduction Agencies Per Pay Period <input type="checkbox"/> One month <input type="checkbox"/> One year	Date Month 01/19/94	Amount of Each Receipt Per Period \$3,669.00 (IN-KIND) (RAFFLE PRIZE)			
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SCHEDULE B ITEMIZED DISBURSEMENTS		Line 10(b) Itemized For each category of the Detailed Summary Page		PAGE OF				
Operating Expenditures/Other Payments				FORM 104-1020 (Rev. 1-24-94)				
Any information used for such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes other than using the name and address of any individual contributor to solicit contributions from such contributor.				11(b)				
NAME OR COMMITTEE OR PAC: National Organization PAC 000000001								
<table border="1"> <tr> <td>A. Full name, Mailing Address and ZIP Code Martin L. Kress 4 River Road City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Name of Disbursement Payroll prizes Delivery or <input type="checkbox"/> One month <input type="checkbox"/> One year</td> <td>Date Month 01/19/94</td> <td>Amount of Each Disbursement \$3,669.00 (IN-KIND CONTRIBUTION)</td> </tr> </table>		A. Full name, Mailing Address and ZIP Code Martin L. Kress 4 River Road City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year	Name of Disbursement Payroll prizes Delivery or <input type="checkbox"/> One month <input type="checkbox"/> One year	Date Month 01/19/94	Amount of Each Disbursement \$3,669.00 (IN-KIND CONTRIBUTION)			
A. Full name, Mailing Address and ZIP Code Martin L. Kress 4 River Road City, State ZIP Amount for <input type="checkbox"/> One month <input type="checkbox"/> One year	Name of Disbursement Payroll prizes Delivery or <input type="checkbox"/> One month <input type="checkbox"/> One year	Date Month 01/19/94	Amount of Each Disbursement \$3,669.00 (IN-KIND CONTRIBUTION)					

Itemize in-kind contributions on both Schedules A and B so as not to inflate the cash-on-hand amount.

Payroll Deductions

Once an individual's deductions aggregate over \$200 in a calendar year, report the total amount deducted from the donor's paychecks during the reporting period on Schedule A. In parentheses indicate the amount that was deducted each pay period. Instead of stating a specific date of receipt, write "payroll deduction" under "Date." The other itemized information, including the year-to-date total, must be completed for each donor. 104.8(b).

EXAMPLE: During an election year, a corporate manager authorized her employer to deduct \$15 per pay period (each pay period is two weeks) for the company's SF. The SSF, which files FEC reports on a quarterly schedule, includes the manager's first-quarter contributions (\$90 for six pay periods) as "unitemized contributions" on Line 11(a)(ii) in the April quarterly report.

By June 30 (the closing date for the July quarterly report), 13 pay periods have passed, and the manager's aggregate contributions are \$195—still below the \$200 itemization threshold. The manager's second-quarter contributions again are included in "unitemized contributions" in the July report.

By September 30 (the closing date for the October quarterly report), 19 pay periods have passed, and the manager's contributions reach \$285. Now the committee itemizes the total contributions received from the manager during the third quarter (\$90), providing the year-to-date total in the appropriate space. (See item A in the illustration above.)

In-Kind Contributions

When determining whether to itemize an in-kind contribution, follow the same guidelines listed above under "When to Itemize Receipts." See page 8 for information on how to determine the dollar value of an in-kind contribution.

In addition, add the value of the in-kind contribution to the operating expenditures total on Line 31(b) (in order to avoid inflating the cash-on-hand amount). 104.13(a)(2).

If the in-kind contribution must be itemized on Schedule A, then it must also be itemized on a Schedule B for operating expenditures. See the illustration at left.